

OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY, GOALPARA

Notice inviting Quotation

17th June, 2023

Sealed quotation are invited from Government Registered Suppliers/Firms/Shop affixing court Fee of Rs. 8.50/- (Non-Refundable) for supply of Office Stationery & Miscellaneous item to the Office of the District Legal Services Authority, Goalpara for the financial year 2023-2024. The quotation should reach the office on or before 28th June, 2023, 4 P.M.

List of items are as follows:-

Sl. No.	Item Description	Quantity
1.	Xerox paper A-4 (JK)	Per pkt
2.	Yellow Paper A-4 (Bonus)	-Do-
3.	Room Freshener (Sandal)	-Do-
4.	Four folder file cover	-Do-
5.	Stamp pad (small pad)	-Do-
6.	Glue Stick (Gum)	Per doz
7.	Carbon (Korex)	-do-
8.	Recoprd bibding ribbon	1 pkt
9.	Computer Jet Cartridge (88-A)	Per nos.
10.	Computer Jet Cartridge (12-A)	Per nos.
11.	Canon Cartridge 337	Per nos.
12.	NPG 59 Tonner	Per nos.
13.	Binding Register	Per pie.
14.	Refill Doctor Red/Blue	Per doz
15.	Staple Machine (Kengaro)	Per doz
16.	Gum 30 ml Tube	Per doz
17.	Ink (Celp[ark] 60 ml	Per pie.
18.	Correcting fluid 15 ml	Per doz
19.	Pen stand (M) B/Q	Per pie.
20.	Ball pen both Side. B/Q	Per doz
21.	Ball pen (Best quality)	Per doz

22.	Seal (per word)	Per word
23.	Alpine (Kores)	Per box
24.	Marker Pen	Per doz
25.	Cotton Tag (big size)	Per bun
26.	White Phenyle 500 ml (cross)	Per bottle
27.	Black phenile 500ml cross	Per bottle
28.	Futani	Per pie.
29.	Harpic 500 ml	Per pie.
30.	Plastic Bucket (big size)	Per pie.
31.	Plastic Bucket (M Size)	Per pie.
32.	Cup plate (Bond china)	Per set
33.	Drinking glass(Plain) B/Q	Per set
34.	Drinking Glass (medium quality)	Per doz
35.	Tea spoon (Best Quality)	Per doz
36.	Door Mat	Per pie.
37.	Broom stick	Per pie.
38.	Ceiling brush	Per pie.
39.	File cover 4 folder Best Quality	Per pie.
40.	File cover	Per pie.
41.	File Board	Per pie.
42.	Tea Spoon	Half doz
43.	Envelope (Big size)	Per doz
44.	Envelope (small size)	Per doz
45.	Staple Machine	Per pie.
46.	Binding Register 250 pages 250	Per pie.
47.	Binding Register 10 nos	Per pie.
48.	Attendance Registrar	Per pie.
49.	Calling bell	Per pie.
50.	Electrical calling bell	Per pie.
51.	Table Knife	Per pie.
52.	Cello tape	Per pie.
53.	Peon book	Per pie.
54.	LED BULB	Per bun
55.	Neptholin ball	Per pkd.
56.	Odonil	Per pkd.
57.	AC Remote Battery (eveready)	Per dzn.
58.	Pencil Battery	Per dzn

59.	Stamp Pad (Kores) Big Size	Per bun
60.	Stamp pad (Kores) Big Size	Per bun
61.	Pad ink	Per dzn
62.	Urinal Brush	Per bun
63.	Calulator	Per bun
64.	Tube Light	Per pie.
65.	Towel Big Size	Per pie.
66.	Towel Small Size	Per pie.
67.	Plastic Scale	Per dzn
68.	Table Glass	Per pie.
69.	Wooden Pencil	Per dzn
70.	Dettol Handwash	Per pie.
71.	Tube light bulb(Bajaj)	Per pie.
72.	Tube light Set(bajaj/Philips)	Per pie.
73.	Flexible wire	Per pie.
74.	Water tap	Per pie.
75.	Tube light choke(bajaj)	Per pie.
76.	Room Heater 2000 W Element Heater	Per pie.
77.	LED Bulb	Per pie.
78.	LED tube light	Per pie.
79.	Diary/Cause List Register	Per pie.
80.	250 pages Register	Per pie.
81.	300 pages Register	Per pie.
82.	200 pages register	Per pie.
83.	Floor washing brush	Per pie.
84.	Bleaching powder	Per pkd.
85.	Wall clock	Per pie.
86.	Plastic hand spade	Per pie.
87.	wiper	Per pie.
88.	Paper weight	Per dzn.
89.	Tea flask500ml	Per pie.
90.	Tea flask 1000ml	Per pie.
91.	Toilet cleaner brush	Per pie.
92.	Full Jaru	Per pie.
93.	Mattress	Per pie.
94.	Highlighter	Per dzn.
95.	Sticky Note Pad	Per dzn.

96.	Coconut Jaru	Per pie
97.	Fulam Gamosa	Per pie
98.	Pen Drive	Per pie

General Terms and Conditions

1. Only Government Registered Suppliers/Firms/ Shops are eligible to submit the quotation.
2. Each page of the quotation and the document attached should be signed by the bidder with seal.
3. Quotations must accompany the latest Sales Tax Certificate, Income Tax Clearance Certificate, Trade License, PAN card, GST Certificate. Experience Certificate if any etc.
4. The rate of the articles should be quoted against the items. Price quoted should be inclusive of all taxes. However, GST rate is to be shown separately against each item. The price quoted should not exceed the maximum retail price of the articles.
5. Price once approved will remain valid during the scheduled delivery period. Increased of taxes and other statutory duties will not affect the price during the period. The supplier will be responsible for any increase of taxes and duties.
6. Spurious/Sub-Standard items will not be accepted at any cost.
7. In case successful bidder supplies sub-standard materials, its tender shall be cancelled. Thereafter, next successive bidder may be considered.
8. Quotation received without complying above procedure will summarily rejected.
9. The undersigned is not bound to accept the lowest rates and reserves the right of rejecting the quotation without assigning any reason thereof. The decision of the undersigned will be the final and undersigned reserves the right to include or exclude any terms and conditions deemed fit at the time of final decision .
10. Quotation submitted after the stipulated time will be summarily rejected.

Eda
District & Sessions Judge-cum-Chairman,

DLSA, Goalpara

Memo No. D.L.S.A(G)/ 1171-1176 Dated Goalpara 17.06.2023

Copy forwarded for publication to:-

1. System officer, Goalpara District Judiciary, Goalpara. He is requested to upload this quotation in the official website of Goalpara District Judiciary and DLSA, Goalpara.
2. The Deputy Commissioner, Goalpara, with a request to display the quotation in his official notice board.
3. Notice board of this office.
4. Office file.

District & Sessions Judge-cum-Chairman,

17/06/23
DLSA, Goalpara

Goalpara 4
17/06/23